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Students' Hand-Book (1920)

Y.W.C.A., Hollins College

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Students' Hand-Book

Hollins College

Hollins, Va.

1920-1921

MASTER

STUDENTS' HAND-BOOK

HOLLINS COLLEGE

Hollins, Virginia

1920-'21

THE STONE PRINTING & MFG. CO., ROANOKE, VA.

GREETINGS

The Young Women's Christian Association

of

Hollins College

welcomes you to our school

and

assures you of

our heartiest co-operation

in

all the interests of your school life

WATCHWORD—"Not by might nor by power, but by my spirit, saith the Lord of Hosts"

THE YOUNG WOMEN'S CHRISTIAN ASSOCIATION

PURPOSE

The purpose of this Association shall be to unite the students in common loyalty to Jesus Christ, to lead them to accept Him as their personal Savior, to build them up in the knowledge of Christ thru Bible study and Christian service, and to enlist co-operation with Christian Churches and with other religious work in the College.

OFFICERS 1920-1921

MARY BULLINGTON.....*President*
ALICE SIGNAIGO.....*Vice President*
ELIZABETH MARTIN.....*Secretary*
SARAH HUNTER.....*Treasurer*

THE CABINET AND COMMITTEE WORK

The Cabinet is essentially the Executive Committee of the Association. Its personnel consists of the president, vice president, secretary, treasurer, and the heads of the departments. The Cabinet Commission consists of the Cabinet and chairmen of sub-committees.

The Cabinet represents every department of Association activity, and meets once a week. The Cabinet Commission meets once a month. It has the responsibility of initiating and carrying out the plans for the developing and strengthening of the Christian activities of the College and the spiritual life of every young woman student.

I. THE MEMBERSHIP DEPARTMENT

ALICE SIGNAIGO, *Chairman*

This department edits the Handbook, presents the purpose, manages the membership campaign, and endeavors to develop the membership into an efficient working force.

Sub-Committees:

(a) Freshman Commission — Martha McIntosh

(b) Conference Representation — Gertrud Rath

II. THE RELIGIOUS MEETINGS DEPARTMENT

MIRIAM MCCLAMMY, *Chairman*

This department arranges for all regular and special services, thru the following sub-committees:

(a) Program — Miriam McClammy

(b) Music — Genevieve Garrett

(c) Poster — Mildred Bates

(d) Room — Louise Cooper

(e) Morning Watch — Mary Campbell

III. THE WORLD FELLOWSHIP DEPARTMENT

FLORENCE BROWN, *Chairman*

Thru special meetings, mission study classes, and general education, this department promotes a spirit of world fellowship thruout the College.

Sub-Committees:

(a) Program Committee — Helena Edmonds

(b) Bulletin Committee — Gladys Shumacker

(c) Secretary — Elizabeth Ditto

IV. THE PUBLICITY DEPARTMENT

SEASHOLLS NOELL, *Chairman*

This department presents to the Association information collected in regard to the World, American, and State Association work, and other Religious and Philanthropic movements.

Sub-Committees:

(a) Library and Publications — Nell Bramham

(b) Poster — Marjorie Stoner

V. THE COMMUNITY SERVICE DEPARTMENT

JOSEPHINE ANDREWS, *Chairman*

This department strives, thru activities of friendliness and unselfishness, in the College and in the community, to put the principles of Christ into practice.

Sub-Committees:

(a) Leadership — Julia Fuqua

(b) Community Work — Iris Jarrell

VI. THE SOCIAL DEPARTMENT

ELIZABETH WITT, *Chairman*

This department aims, by social gatherings and the setting of high social standards, to create a wholesome social atmosphere, which shall permeate the whole student body.

Sub-Committees:

(a) Social Standards — Marjorie Nix

(b) Social Entertainments — Margaret Kirkpatrick

VII. THE FINANCE DEPARTMENT

RUTH HARRELSON, *Chairman*

This department collects the membership fees, prepares a budget of estimated expenses for the year, devises plans for raising special funds, and encourages systematic giving.

Y. W. C. A. ACTIVITIES

Weekly Meetings—Sunday at 2:00 P. M., in the Chapel.

Morning Watch—Every Wednesday and Friday morning at the first triangle before breakfast, in the Y. W. C. A. room. In the springtime this service is held out on the Bridge.

Annual Opening Reception.

Christmas Entertainment.

Christmas "Box" Party—An evening of packing boxes for the poor in the vicinity of the College.

Birthday parties each month.

Weekly Children's Play Hour at Enon Baptist Church.

BLUE RIDGE CONFERENCE

Every year, early in June, a Y. W. C. A. Conference is held at Blue Ridge, N. C. Blue Ridge is a beautiful place, in the heart of the Blue Ridge Mountains, about eighteen miles from Asheville, N. C. Here southern students gather for ten glorious days of valuable instruction and wholesome good times.

This Conference is conducted by well-known Association workers and other Christian leaders. Intercourse with them is a source of great help and inspiration, not only for Y. W. C. A. work, but in one's own personal life.

Hollins has now a lovely cottage with Virginia Medical College, beautifully located on the side

of the mountain. The Hollins girls use it during the Y. W. C. A. Conference, and the Virginia Medical College boys during the Y. M. C. A. Conference following.

Last year the following girls attended this Y. W. C. A. Conference at Blue Ridge: Mary Bullington, Alice Signaigo, Emmalina Roberson, Constance Echols, Helena Edmonds, Sarah Hunter, Lucille Crim, Jesse Paterson, Gertrude Gill, Margaret Warren, Mozelle Meyers, Louise Cooper, Sarah Redwine, Josephine Andrews, Sarah Yow, Gertrud Rath, Miss Loulie Snead.

What are you going to get from Hollins?

What are you going to give in return?

WHY YOU SHOULD BELONG TO THE Y. W. C. A.

(1) The Association is the only religious organization in College, and as such should have the support of every Christian student.

(2) The Association brings you into close fellowship with the other students.

(3) It will deepen your own spiritual life, and will afford you good training in Christian work.

(4) It will present to you the deeper, truer meaning of Christianity.

(5) The Association cannot be a success without the co-operation of all Christian girls.

The Hollins Young Women's Christian Association needs you.

How You Can Help the Association

(1) By attending Morning Watch and all regular meetings.

(2) By joining the Mission and Bible Study Classes.

(3) By prayer at all times.

(4) By being ever enthusiastic in all Y. W. C. A. work, and never discouraging a would-be worker by even so much as a glance.

"Whoever we are, we need to be loved; and friendship exacts a return."

You are cordially invited to
attend the

Annual Reception

given by the

Young Women's Christian
Association

in the

"Kellar"

on Saturday evening
September the twenty-fifth
nineteen hundred and twenty

THE STUDENT GOVERNMENT ASSOCIATION

This Association is composed of all College students, and purposes to develop an efficient system of self-government among them in matters relating to the conduct of the students individually and in relation to other students. Annual fee, one dollar.

Officers

JULIA MORROW CHURCH.....*President*
KATHERINE CRAWLEY.....*Vice President*
JULIA FUQUA.....*Secretary*
MARY GWYN.....*Treasurer*

Executive Council

1921	1922
LUCILLE CRIM	LILIAN HOLLADAY
KATHLEEN COLLIER	CONSTANCE ECHOLS
EDNA HADAWAY	RENE MASSEY

1923

HELEN EDMONDS SUSSIE MCCUTCHEON

House Presidents

West.....Edna Hadaway
East.....Josephine Andrews
Main.....Virginia Lee Cox

Fire Chief

Elizabeth Buxton

PUBLICATIONS

The "*Spinster*" is published annually by the student body.

Staff

MIRIAM MCCLAMMY.....*Editor-in-Chief*
NELL BRAMHAM.....
ELIZABETH BUXTON.....
SEASHOLLS NOELL.....
RUSSELL SHIP..... } *Associate Editors*
GERTRUD RATH.....
MILDRED BATES..... } *Art Editors*
BESS JEFFRIES.....*Business Manager*
ELLA TREVETTE....*Assistant Business Manager*

The "*Hollins Magazine*" is published monthly by the student body.

Staff

ANNA JOHNSON.....*Editor-in-Chief*
BERTHA GARNET WILCOX.....
MAY BUSH.....
LORANA FOOTE.....
JULIA MACFARLAN.....
CONSTANCE ECHOLS.....
MARGARET KIRKPATRICK.....
DOROTHY PAYNE.....
JULIA LEDBETTER..... } *Associate Editors*
GLADYS HARRISON.....*Business Manager*
HELEN HOLT.....*Assistant Business Manager*

THE ATHLETIC ASSOCIATION

This Association has management of the Thanksgiving Basket-Ball game and Banquet,

of the annual field meet, and tennis tournament. It keeps the tennis courts, basket-ball and hockey fields in good condition, and provides necessary accessories for these sports, with the exception of tennis racquets. Every student is expected to join. Annual fee, one dollar.

Officers

MARY KATHERINE AULICK.....*President*
MARY PACE.....*Vice President*
LILIAN HARRISON.....*Secretary and Treasurer*

FRATERNITIES

The following National Fraternities have chapters at Hollins College:

Pi Beta Phi	Gamma Phi Beta
Delta Delta Delta	Kappa Delta
Phi Mu	Chi Omega

HELPFUL HINTS

(1) Never be late for anything.

(2) Do not fail to bring your catalog with you.

(3) From the very first, take an interest in everything. You'll soon love Hollins, and Hollins will love you.

(4) If you play tennis, bring your racquet; and if you love basket-ball be sure to try for one of the teams.

(5) Bring only plain dresser and table covers. Fancy ones wear out.

(6) Bring hammer, scissors, tape measure and a knife.

(7) Bring any pictures, pennants, or pillows that you may have, to make your room look cheerful.

(8) Bring walking togs.

(9) Bring two laundry bags—one for your room, and one for the washer-woman.

(10) Learn the Hollins songs.

(11) Don't forget your Bible; you'll need it every day.

(12) Mrs. Low Standard and her children, Gossip, Irreverence, Selfishness, Snobbishness, and B. Blasé, have been exiled from Hollins.

Don't bring any of these with you.

DAILY SCHEDULE

6:45—Rising Bell.

7:15—First Triangle before Breakfast.

7:30—Breakfast.

8:10 to 1:00—Classes.

1:00—First Triangle for Lunch.

1:15—Lunch.

2:00 to 4:00—Classes.

4:00 to 6:00—Recreation.

5:45—First Triangle for Dinner.

6:00—Dinner.

7:00—Chapel.

7:00 to 10:30—Study Hour.

10:30—Lights Out.

HOLLINS SONGS

The Green and the Gold

Words by Phoebe Hunter, 1909
Music by Alma McConihay, 1910

I

O fair maiden Spring, what hue will you bring
To our cause from your own sunny sheen?
You have brought for your part the hue nearest your heart,
And spread Hollins' hillsides with green.
And you, frosty Fall, the most brilliant of all,
What color for us do you hold?
You have laid your fair hand with its torch on our land,
And set our trees flaming with gold.

II

The Green and the Gold, we have loved it of old,
And to it we will ever be true,
For the memory will last of the days that are past,
And linger, dear Hollins, with you.
For life, when we're young, is a song that is sung,
And must pass as a tale that is told,
But honor and praise, to the end of our days,
We will render the Green and the Gold.

So many came the first school year
  Real boys, and not a few;
But this, dear girls, remember, was
  In eighteen forty-two-two-two-two.

Soon Mr. Cocke real worried got,
  And saw this wouldn't do;
So "Boys," he said, "you stay away;
  Girls, I'll run this school for you-you-you-you".

So many years we've come on here
  Our hearts are always true
To ideals made and given to us
  In eighteen forty-two-two-two-two.

H-o-l-l-i-n-s, Hollins, rah!
Our Hollins College, we'll sing to you,
Pride of Virginia's land.
We love you, yes, we do, dear Hollins,
Long may we cherish thee, love and adore,
Sing, praise and honor, forevermore.

I've got a five-pound box of candy,
And it certainly is a dandy.
Boom Dee Dee; Yum Boom Bay!
Ever since I got that five-pound box
Each friend of mine comes 'round,
And on my door she knocks.
"Won't you lend me—a tie?" she'll sweetly say.
Boom Dee Dee; Yum Boom;
Boom Dee Dee; Yum Boom;
Boom, Boom, Boom, Boom, Bay!

I began with a lot of money,
And it certainly is funny
Where that money goes!
I lost some in Roanoke, I suppose;
A little went for food,
And possibly for clothes,
But the rest has vanished, who knows—
Where that money—Gee, it's funny!
Where that money goes!

Oh, see those girls of Hollins
A-standing in the line,
And all of them are little friends of mine.
They know just how to work there,
They know just how to play—
Oh, Hollins girls, we cheer you every time!

CHORUS

Now, Sweet Briar's not slow,
Randolph-Macon's on the go,
West Hampton's mighty, mighty fine;
But give us, oh, give us, oh how I wish you
  would,
Our dear old Hollins College every time!

Hollins You're the Place for Me

Words by Elaine Sauvage

Hollins, Hollins, you're the place for me.
I'd get tired of such frivolity,
For all my college years are very short, I know
And when I leave them I will surely want to go
Right back to—
Hollins, Hollins, oh! We all love you
Just like those in 1842.
It may not be like Paradise
But, gee we think it's mighty nice
To be here
In Hollins Land.

CONSTITUTION AND BY-LAWS

STUDENT GOVERNMENT ASSOCIATION

Hollins College

1920-'21

Hollins, Virginia

CONSTITUTION

Whereas, we, the students of Hollins College, desire to assume responsibility in the management of our affairs, and thus develop the principles of honor and self-reliance, we do hereby, in accordance with an agreement between the Faculty and Students, organize ourselves into an Association.

ARTICLE I

Name

This organization shall be called the Student Government Association of Hollins College.

ARTICLE 2

Purpose

The object of this organization shall be to represent and to further the best interests of the Student Body, to secure co-operation between the different student organizations, and to promote responsibility, self-control and loyalty within the Student Body.

ARTICLE 3

Membership

Section 1. All students shall be members of the Student Government Association.

Sec. 2. Two-thirds (⅔) of the members of the Association shall constitute a quorum.

Sec. 3. Annual dues of the Association shall be one dollar ($1.00).

ARTICLE

Legislative Department

The legislative power shall be vested in the Student Government Association as a whole.

ARTICLE 5

Executive Department

Section 1. The offices of the Association, elected for one (1) year, shall be: a President, elected from the incoming Senior Class; a Vice President, elected from the incoming Senior Class; three (3) House Presidents, elected from the incoming Senior or Junior Classes; a Treasurer, elected from the incoming Junior Class; a Secretary, elected from the incoming Sophomore Class; and Proctors, nominated *quarterly* by the Executive Council and elected by the members of their respective districts.

Sec. 2. **Duties of Officers.**

(a) *The duties of the President shall be:*

(1) To preside over all meetings of the Executive Council and of the Student Government Association.

(2) To appoint all standing committees, the Recorder of the Point System, and the Secretary of the Executive Council.

(3) To make quarterly and annual reports to the Student Government Association.

(4) To grant such privileges as are deemed advisable.

(b) *The duties of the Vice President shall be:*

(1) To perform the duties of the President in the absence or at the request of the President.

(2) To act as chairman of the committee on the Revision of the Constitution.

(c) *The duties of the House Presidents shall be:*

(1) To have authority over Proctors.

(2) To give permission to spend the night in another student's room.

(3) To receive weekly reports from Proctors which, with her own report, she shall present to the Executive Council at each regular meeting.

(4) To attend all meetings of the Executive Council.

(d) *The duties of the Treasurer shall be:*

(1) To collect all dues and fines.

(2) To expend same, subject to approval by the President.

(3) To make a semi-annual report to the Executive Council.

(4) To submit her books to the Auditing Committee by December 1st, March 1st and June 1st.

(e) *The duties of the Secretary shall be:*

(1) To keep a list of the members of the Association.

(2) To prepare and read the minutes of each

meeting of the Student Government Association.

(f) *The duties of the Proctors shall be:*

(1) To maintain quiet and order in the dormitories during study and quiet hours.

(2) To daily report warnings and call-downs to the House President.

(3) To remain on the hall between 10:20 and 10:30 P. M.

(4) To so arrange that there shall be one (1) Proctor in each district during evening study hours.

Sec. 3. The executive power of the Student Government Association shall be vested in an Executive Council, which shall consist of the President and Vice President, three (3) members from the Senior Class, three (3) members from the Junior Class, two (2) members from the Sophomore Class, and two (2) members from the Freshman Class.

(a) Class representatives on this Council shall be elected by their respective classes, for the term of one (1) year, these elections to take place by the first of May preceding their term of office, except for the Freshman representatives, who shall be elected between December 1st and 10th.

(b) The duties of the Executive Council shall be to act on all matters not provided for by the Association.

(c) The meetings of the Council shall be

held weekly. A simple majority of those present shall decide all questions.

(d) The members of this Council shall be recognized as Proctors.

Sec. 4. **Elections.**

(a) Nominations shall be made through the Nominating Committee and passed by the Faculty Advisory Board.

(b) Elections shall be carried by a simple majority.

(c) In case of a tie in elections, when there have been three (3) nominations, the vote shall be taken again on the two (2) highest candidates, but when only two (2) nominations have been made, the tie shall be decided by lot.

(d) All ballots must be signed.

(e) There shall be no voting by proxy.

(f) In case of a vacancy in any office, under eight (8) points, the office shall be filled immediately by appointment.

In case of a vacancy in any office of eight (8) points or above, the office shall be filled by election. (The Executive Council shall act as a Nominating Committee prior to the appointment of the regular Nominating Committee.)

ARTICLE 6

Judicial Department

Section 1. The judicial power of the Student Government Association shall be vested in the Association as a whole, which shall constitute

a Court of Appeal from the decision of the Executive Council.

Sec. 2. The Association shall vote on any interpretation made by the Executive Council, provided a written petition signed by twenty-five (25) members of the Association be presented to the Executive Council.

ARTICLE 7

Advisory Board

There shall be an Advisory Board composed of members of the Faculty, appointed by the President of the College.

ARTICLE 8

Meetings

Section 1. There shall be two (2) regular meetings of the Association:

(a) The first meeting, after which the Constitution, By-Laws and Regulations of the Student Government Association shall be read to the members of each dormitory by their respective House Presidents, shall be held as early in the College year as the President may deem wise.

(b) The second meeting at which the Installation of Officers shall take place, shall be held during Commencement Week.

Sec. 2. The President shall call meetings of the entire Student Body between the months of February and April for the purpose of electing for the ensuing year:

(a) Officers of the Student Government Association: namely, President, Vice President, House Presidents, Secretary and Treasurer.

(b) Officers of the SPINSTER: namely, Editor-in-Chief, Business Manager, Assistant Business Manager and Staff.

(c) Officers of the MAGAZINE: namely, Editor-in-Chief, Business Manager, Assistant Business Manager and Staff.

(d) Officers of the Athletic Association; namely, President, Vice President and Secretary and Treasurer.

(e) Officers of the Dramatic Association; namely, President, Secretary and Treasurer.

(f) Fire Chief.

Sec. 3. Additional meetings of the Association may be called by the President at any time, or upon written request of five (5) members.

Sec. 4. A fine of twenty-five (25) cents shall be imposed upon any member failing to attend any meeting of the Association without valid excuse.

ARTICLE 9

Committees

Section 1. There shall be an Auditing Committee.

(a) *The duties of the Auditing Committee shall be:*

(1) To audit the Treasurer's books of the Student Government Association, Young Women's Christian Association, SPINSTER, MAGAZINE, Athletic Association and Dramatic Association.

Sec. 2. There shall be a Nominating Committee composed of a Chairman from the Senior Class, two (2) members from the Senior Class, two (2) members from the Junior Class, two (2) members from the Sophomore Class and two (2) members from the Freshman Class.

(a) *The duties of the Nominating Committee shall be:*

(1) To receive recommendations for nominations for officers of the Student Government Association, SPINSTER, MAGAZINE, Athletic Association, Dramatic Association and Fire Chief.

(2) To draw up a ticket which shall be voted upon by the members of the Association.

(3) To have charge of all elections.

Sec. 3. There shall be a Recorder of Census.

The duty of the Recorder of Census shall be:

(1) To keep a permanent and complete record of offices and their values, as held by members of the Association.

ARTICLE 10

Amendments

Any amendment of this Constitution shall be presented in writing to the President of the Student Government Association, and shall lie upon the table one (1) week before being voted

upon. A two-thirds (⅔) majority vote of all members shall be required for its adoption.

ARTICLE 11

The Student Government Association recognizes the President and Faculty as final authority on executive and legislative matters.

BY-LAWS

(1) Each student shall sign a card, pledging herself to loyal support of the Constitution, By-Laws and Regulations of the Student Government Association and to honesty in academic work. In pledging herself to loyal support of the Constitution, the student binds herself not to wilfully violate any of the college rules. By honesty in Academic Work, is meant neither giving nor receiving aid by note books or any other means either in class or on examinations.

(2) The following shall constitute the quarters of the Student Government Association.

First Quarter—From opening of College to November 20th.

Second Quarter—From November 20th to February 1st.

Third Quarter—From February 1st to April 1st.

Fourth Quarter—From April 1st through Commencement.

PENALTIES.

(a) *Warnings:*

(1) For each offense of leaving up "Study" signs when not in use, the penalty shall be one (1) warning.

(2) For each late arrival to or early departure from music practice, the penalty shall be one (1) warning.

(3) For the first offense in a quarter of not signing the Spend-the-Night book within specified time, the penalty shall be one (1) warning.

(4) For the first offense in a quarter of not handing in Proctor's report within specified time, the penalty shall be one (1) warning.

(5) For minor offenses in noise, the penalty shall be one (1) warning.

(b) *Three* (3) warnings shall constitute a call-down.

(c) *Call-Downs:*

(1) For thirteen (13) late marks in the dining room, per quarter, the penalty shall be one (1) call-down. For each additional five (5) marks, the penalty shall be one (1) call-down.

(2) For each report by the matron of an untidy room, the penalty shall be one (1) call-down for the occupant or occupants of the room.

(3) For each unexcused absence from music practice, the penalty shall be one (1) call-down.

(4) For each offense of being absent from the campus unchaperoned, the penalty shall be one (1) call-down.

(5) For each offense of being absent from the campus except within prescribed hours, the penalty shall be one (1) call-down.

(6) For each offense of leaving the campus without signing up, the penalty shall be one (1) call-down.

(7) For each offense of walking on the front campus during study hours or on the back

campus after chapel, the penalty shall be one (1) call-down.

(8) For each failure to sign the Spend-the-Night book, the penalty shall be one (1) call-down.

(9) For each offense, except the first in a quarter of not signing the Spend-the-Night book within specified time, the penalty shall be one (1) call-down.

(10) For each offense, except the first in a quarter of not handing in Proctor's report within specified time, the penalty shall be one (1) call-down.

(11) For each offense of making noise in the dormitories, during Fire Drill or at chapel, lectures, concerts, etc., the penalty shall be one (1) call-down.

(12) For any violation of Fire Alarm Rules, (see printed card in dormitory rooms), the penalty shall be one (1) call-down.

(13) For cutting chapel, the penalty shall be two (2) call-downs.

(d) The *fifth* call-down incurred within a quarter shall cause the penalty of *restriction* to be inflicted.

(e) *Restriction:*

(1) The period of restriction shall last three (3) weeks.

(2) The restricted student during this period shall not leave the campus.

(3) During this period she shall not appear at any social gathering; that is, she shall not

REGULATIONS

(a) *Provisions for maintenance of quiet and order in the dormitories:*

(1) Decorum and reasonable quiet shall be observed in the dormitories at all hours. The principle should be recognized that if recreation may be taken during class periods, the dormitories must be reasonably quiet for study during recreation period.

(2) There shall be absolute quiet in the dormitories during the specified "quiet hours."

(3) Musical instruments shall not be played during "quiet hours" or on Sundays from 9:00 A. M. to 12:00 noon, or from 2:00 to 3:00 P. M. in the vicinity of the chapel.

(4) Official "study" signs are to observed at all hours, but may not be left up when not in use. They may be used for Academic Work, Student Government Association, Young Women's Christian Association, SPINSTER, MAGAZINE, and Dramatic Work.

(5) Students shall be in their respective dormitories at 10:00 P. M.

(6) At 10:30 P. M. students shall be in their respective rooms with door closed and lights out. In case of an emergency a flash light may be used.

(7) There shall be no noise in the dormitories before 7:45 A. M.

(8) All rooms shall be kept in order, and there shall be daily inspection of rooms by the Matron.

(9) No alcohol lamps or electrical attachments shall be used in the dormitories.

(10) A student may use the Kellar kitchen during the afternoon, or in groups of two (2) or more, during the evening. (See Regulations in Kellar Kitchen.)

(11) Groups of not more than three (3) students may study together in the classrooms of the Science Hall, provided that an officer is in the building and in the classrooms of East and West buildings during evening *study hours.*

(12) Students may spend the night in the College dormitories on Saturday and Sunday nights, on condition that there shall be no more than the regular number of occupants in the room. On other nights a student, with the sanction of the House President of her district, may spend the night within her dormitory building.

(13) A student spending the night out must sign the House President's book according to specifications.

(14) The signing of all Student Government records shall be done in person.

1. Spend-the-night book.
2. Table-mark book.
3. Off-campus book.
4. Music practice book.
5. Exercise chart.

(15) Dormitory, meal and exercise regulations shall be suspended during holidays, but decorum and reasonable quiet shall be observed. During all holidays, students staying at College shall be under all other rules of the Association. Any cases which the Executive Board considers to have brought discredit on the College shall be severely dealt with.

(b) *Provisions for regulations of exercise.*

(1) Each student shall take exercise as precribed by the Department of Physical Education.

(2) Exercise in the forms of walking, tennis, and other outdoor sports may be taken at any time during the day, under the following provisions:

(a) There shall be no noise or congregating in the quadrangle during class periods, or boisterous noise on any part of the College grounds.

(b) Reasonable quiet for study should be maintained in the dormitories from 4 to 6 P. M. The principle should be recognized that if recreation may be taken during class periods, the dormitories must be reasonably quiet for study during recreation period.

(c) Exercise may not be taken before 6:30 A. M.

Off-campus regulations.

(1) Before leaving the campus a student must sign her name, that of her chaperon, and her destination, in the Student Government Record located in Main Building.

(2) Students may not take walks off the campus on Sunday morning.

(3) Students may take the following walks:

Under Classmen:

(a) To store and Tea Room.
(b) To barn and orchard.
(c) Junior and Senior walks when chaperoned by them according to regulations.

Juniors and Seniors

(a) To Cemetery.
(b) To Mrs. Robinson's via the main road and the Green store.
(c) To the house on the hill behind Stutzman's.
(d) To the barn and orchard.
(e) The lane by Dr. Trout's house, across the fields behind Enon.
(f) The "Red Road" walk. (Not less than three students, one of whom is a Junior or Senior, may take this walk.)
(g) To "Happy Valley." (Not less than three upper classmen in the party.)
(h) To Hollins Station. (Not less than three upper classmen in the party.)
(i) To Tombs. (Same regulation as "Red Road" walk.)
(j) To the Falls. (Not less than six upper classmen in the party.)

(4) No party may remain off the campus more than one (1) hour during the morning study hours unless chaperoned by a teacher.

(c) *Provisions for the regulation of attendance at religious services and required entertainments.*

(1) Students shall attend all religious services held in the Chapel and also Bible classes.

(2) Students shall attend all required entertainments.

(3) To be excused from required College exercises, a student must secure permission from the Lady Principal, or from the resident trained nurse.

(c) *Provisions for the regulation of dress.*

(1) Gymnasium or basket-ball suits shall not be worn on the front campus unless entirely covered by a skirt or coat.

(2) White cotton "middy" blouses and dark skirts shall not be worn to dinner or to Chapel exercises. An entire white or dark "middy" suit may be worn.

(3) Kimonos or bathrobes shall not be worn on the galleries of East building.

(d) *Provisions for pay day.*

(1) Pay Day shall be the first Saturday in November.

(2) A list of the dues to be collected pay day shall be posted one (1) week in advance.

(3) All dues not paid by the third Saturday in November, shall be doubled and for each additional week, $1.00 shall be added.

SPECIAL REGULATIONS

(1) Upper Classmen, Council Members, Cabinet Members, Faculty Assistants, and Proc-

tors shall be in their respective dormitories at 10:45 P. M. and in their respective rooms with doors closed and lights out at 11 P. M.

(2) Upper Classmen shall not be required to attend Student Entertainments except Fall and Spring Concerts and Commencement Exercises.

(3) Upper Classmen may absent themselves from Sunday breakfast four (4) times per quarter.

(4) Seniors in groups of two (2) or more may go to Roanoke unchaperoned, for morning or afternoon. (Other students may receive such permission at the discretion of the Lady Principal.)

POINT SYSTEM

(1) Offices held by students shall be valued by points.

(2) No student may, during the year, hold offices amounting to more than fifteen (15) points.

(3) Any entertainment, pageant, etc., requiring more than three (3) hours for preparation shall constitute a "stunt," and be subject to the point system.

Participation in a "stunt" shall constitute a minor part in a play.

(4) Points held in basket-ball, plays, etc., shall not be dropped at cessation of practice but shall hold throughout the year.

(5) A student who fails in two subjects on any quarter's report must resign all offices coming under the point system.

Passed by the Faculty February 10, 1920.

S. G. A. OFFICERS

	Points
President of S. G. A.	15
Vice President of S. G. A. (including Council membership)	8
Secretary of S. G. A.	2
Treasurer of S. G. A.	10
House Presidents	10
Members of Executive Council	4
Secretary of Council (including membership)	6
Fire Chief	8
Recorder of Point System	4
Assistant Recorder of Point System	2
Auditor of Treasurers' Books	2
Chairman of Nominating Committee	3
Members of Nominating Committee	2

Y. W. C. A. OFFICERS

President of Y. W. C. A.	15
Vice President of Y. W. C. A.	4
Treasurer of Y. W. C. A.	8
Secretary of Y. W. C. A. (including cabinet membership)	6
Cabinet Members of Y. W. C. A. (exclusive of committe work)	2
Chairman of Y. W. C. A. Committees:	
(1) Social	4
(2) Religious Meetings	3
(3) Publicity	3
(4) Social Service	3
(5) World Fellowship	3

(6) Finance	2
(7) Membership	2
Sub-cabinet Membership	2
Annual Members	5

PUBLICATIONS

Editor-in-Chief of the *Spinster*	10
Business Manager of the *Spinster*	10
Assistant Business Manager of the *Spinster*	5
Associate Editors	4
Art Editors	5
Editor-in-Chief of Hollins *Magazine*	10
Business Manager of Hollins *Magazine*	10
Assistant Business Manager of Hollins *Magazine*	5
Staff Members of *Magazine*	4

ATHLETICS

Chairman of Athletic Association	8
Assistant Chairman of Athletic Association	4
Secretary and Treasurer of Athletic Association	5
Members of Athletic Council	2
Basket-ball Captains	4
Cheer Leaders	3

CLASS OFFICERS

President of Senior Class	8
President of Junior Class	5
President of Sophomore Class	4

President of Freshman Class	4
Treasurer of Senior Class	4
Treasurer of Junior Class	2
Treasurer of Sophomore Class	2
Treasurer of Freshman Class	2

DRAMATICS

President of Dramatic Association	8
Secretary of Dramatic Association	3
Treasurer of Dramatic Association	3
Year Chairmen	3
Major part in three-act play	3
Minor part in three-act play	1
Major part in one-act play	2
Minor part in one-act play	1
Director of play or stunt	2
Property manager of play or stunt	2

FIRE REGULATIONS

UNDER DIRECTION OF

STUDENT GOVERNMENT ASSOCIATION

HOLLINS COLLEGE

Hollins, Virginia

FIRE REGULATIONS

Section 1. There shall be a system of Fire Drills under the direction of the Student Government Association.

Sec. 2. **OFFICERS**

There shall be a Fire Chief, Captains and Lieutenants.

Sec. 3. **ELECTION OF OFFICERS**

(a) The Fire Chief shall be chosen from the incoming Junior or Senior Class at the regular Student Government elections.

(b) The Lieutenants and Captains shall be chosen by the Executive Council in consultation with the Fire Chief during the opening week of the College year.

(c) There shall be as many Captains and Lieutenants as are deemed necessary by the Executive Council and Fire Chief.

Sec. 4. The Fire Rules shall be printed and distributed to each officer in the Fire Department within two weeks after the opening of College in the fall.

DUTIES OF THE FIRE CHIEF

(1) To meet with the Executive Council the opening week of the College year to choose the Captains and Lieutenants.

(2) To be responsible to the Student Government Association, to whom she shall submit two formal reports during the year, one at the end of the first semester and one before the end of May.

(3) To read reports in roll call books once a month and to report all misdemeanors to the Student Government Association.

(4) To call all drills and instruct the Captains and Lieutenants and to receive reports at Fire Drills.

(5) To inform the President of the College of the time that she intends to have a Fire Drill.

DUTIES OF THE CAPTAINS

There shall be one Captain for each building. Her duties shall be:

(1) To see that the Fire Chief is notified at once in case of fire.

(2) To see that order is preserved during Fire Drills or in case of fire.

(3) To report to the Fire Chief the names of those missing in her divisions and the names of any additions to her numbers.

(4) To appoint one of her Lieutenants to represent her in her absence.

DUTIES OF THE FIRST LIEUTENANTS

There shall be First Lieutenants on each floor, the number to be decided by the Fire Chief. Their duties shall be:

(1) To receive orders from the Captains as to which exit to take.

(2) To lead the lines out of the buildings.

(3) To see that absolute quiet is observed during Fire Drills.

(4) To report to the Captain the names of those missing in their divisions.

DUTIES OF SECOND LIEUTENANTS

There shall be Second Lieutenants on each floor, the number to be decided by the Fire Chief. Their duties shall be:

(1) To see that each room is vacant, windows and transoms closed and doors open.

(2) To follow line out as quickly as possible and report to Captain any failure of conformity to rules.

FIRE DRILL

(1) Fire Drills shall be held at least every week the first four weeks of college, and at least once a month thereafter. (There shall be one Drill after 12:00 P. M. each semester.)

(2) Whenever a Drill is omitted, an explanation of the omission should be made to the President of the Student Government Association.

(3) The Chief may inform the Captains of proposed Drills and designate stairways to be used.

(4) The Captain shall give the alarm by ringing the gong.

(5) On the summons of the gong, each person shall provide herself with a towel. She shall close her windows and leave her door open.

(6) The roll is to be called by the First Lieutenants according to a plan submitted to them by the Fire Chief.

(a) It is to be called after the division has marched to its designated place.

(7) There should be an exact division line on each corridor to designate which stairways the different groups shall use. In case of a real fire if the stairway is not available because of smoke or fire, the Captain shall designate which exit to use.

(8) To avoid confusion and to make it possible to hear the orders of the officers there must be neither running nor talking. Failure to obey this rule shall be reported to the Fire Chief at once and by her to the President of the Student Government Association.

(9) Every one in a building during a Fire Drill should go down the stairs designated as the exit for that particular portion of the building, and should report her name to the Lieutenant of that corridor.

(10) The names of those missing from, or added to, a roll call shall be given to the Fire Chief as soon as possible.

Any one who has missed roll call must report immediately *in person* to the Fire Chief.

(11) *Any one who is absent from drill shall be fined one* (1) *dollar.*

REGULATIONS FOR ABSENCE FROM CLASS

These rules are made by the Faculty and administered by the Committee.

The Committee has the power to interpret all debatable matters that arise regarding these rules.

Each student must keep her own record of absences, together with date and reason for same, which, in case of overabsence, must be submitted to the Committee at once.

All absences not specifically allowed under Section I must be reported to the Committee immediately.

All excuses for illness must be accompanied by the doctor's certificate.

All fees must be paid at the Business Office and the receipt for the fee presented to the instructor *before* the examination.

No student may attend another section of her class than her own, except at examination time, when she may do so with the permission of the instructor.

For Late Registration after vacations and mid-year examinations, see Constitution and By-Laws of Student Government Association.

(I) Absences allowed for each semester:

2 from each 1 hour subject.

3 from each 2 hour subject.

5 from each 3 hour subject.

6 from each 4 hour subject, of which 3 are allowed from the class hour and 3 from laboratory, but all laboratory work must be made up at the convenience of the instructor and student.

8 from Gymnasium. All other absences, from Gymnasium must come before the Committee, who will decide whether or not the absence constitutes an "overabsence."

From Music lessons no absences are allowed except for illness and absence from the place. All such absences must come before the Committee.

From Art the student is allowed for her individual studio work as many hours absence a semester as she takes hours a week in the studio. These absences may be taken at her discretion except that she may not take them on *three* successive days.

(II) No two absences may be taken in succession, except for illness or for such reasons as the Committee may approve.

(a) For each successive absence taken without

adequate reason, the student receives zero, which lowers her quarter's mark five (5) points.

(III) No absences, nor half-absences, may be taken two days before or after the vacation at Thanksgiving, Christmas and Easter, nor two days before and after the mid-year examination period as announced nor two days before the final June examinations, except for illness and such reasons as the Committee may approve.

(a) For each such absence, or half-absence, without adequate reason, the student receives a zero.

(IV) Absence from an announced written lesson, i. e., a written lesson announced one week in advance, involves making up the written lesson and paying a fee of $2.00.

(a) For such absence for inadequate reason the student, in addition to complying with Regulation IV, loses five (5) points from her quarter's mark.

(V) Overabsence in academic subjects, for any reason whatever, must be absolved by an examination (one or two hours) on the *semester's* work and this preliminary taken before the semester examination. A written request for such an examination must be sent to the Committe *as soon as the overabsence occurs.* The Committee will then authorize the examination to be taken within the ten days preceding the examination. The fee for such an examination is $2.00.

(a) In case of overabsence for inadequate reason, the student, in addition to complying with Regulation V, receives a zero for each overabsence.

(VI) Overabsence in courses which do not admit of examination (Art, Music and Gymnasium) must be made up hour for hour, for which instruction the student pays *one* fee of $2.00. In addition, she receives a zero for *each* overabsence.

(VII) A student who absents herself from class more than twenty-five per cent. (25%) of the semester, must repeat the semester's work, unless her professors recommend to the Faculty Committee an acceptable plan by which the lost time may be made up.

(VIII) A student, who does not wish to participate in the work of the class hour, may report to the professor at the beginning of the hour and take a *half-absence* (of which, however, not more than four may be taken in any semester), or she may make no report and take whatever mark her recitation warrants.

HOLLINS COLLEGE

FRATERNITY RUSHING RULES

1920-1921

I

There shall be no rushing parties given by a fraternity or by any fraternity member or members. There shall be no money spent on a rushee by a fraternity or by any fraternity member or members.

II

No fraternity may take a rushee to Randolph-Macon, or invite Randolph-Macon students to Hollins during rushing season for the purpose of rushing.

III

The following dates may not be had with a rushee:

(1) Triangle dates.
(2) After breakfast dates.
(3) Sunday afternoon dates.
(4) Spend-the-night dates.

IV

There shall be no rushing during study hours. A fraternity girl may not enter a rushee's room, except strictly on business, between the hours 8 A. M. to 4 P. M., and 7:30 P. M. to 10:30 P. M.

V

Dancing dates must be made in the "Kellar" on the night upon which they are to be kept. There must be no standing dancing dates with a rushee. After a Cotillion date has been definitely decided upon, a rushee may be bid to attend.

VI

No girl may be initiated into a fraternity who is not carrying at least twelve hours of college work. Only three Irregular classmen are allowed in one fraternity.

VII

No girl may be pledged to a fraternity who does not make a minimum average of eighty.

HOLLINS PANHELLENIC ASSOCIATION

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